

## **DEFAC STRUCTURE**

DEFAC is currently comprised of 31 members representing academia and the business community as well as the General Assembly and executive branch of state government. DEFAC's chairperson is Robert Byrd. DEFAC has two standing subcommittees: The Revenue Subcommittee (chaired by Ken Lewis) and the Expenditure Subcommittee (chaired by Lindsay Davis Burnham). The State Department of Finance provides staff support to DEFAC.

Beginning with the Executive Order issued by Governor Carper in 1993, DEFAC is required to prepare annual five-year forecasts. The long-term forecast is presented at the September meeting and is intended to provide policymakers with an early warning system with respect to long-term fiscal challenges and opportunities.

DEFAC traditionally meets on the third Monday of the designated months. The Subcommittees often meet on the prior Friday to deliberate on economic and fiscal trends and to prepare a report for the full Council meeting. Mr. Byrd presides over the meeting of the full Council. Typically, meetings begin with the approval of minutes followed by Expenditure and Revenue Subcommittee estimate presentations. The subcommittee reports are debated and revised, if necessary. Once approved, the results of these presentations are used to determine key elements of the following fiscal year's budget. DEFAC estimates are the basis for:

- The amount of General Obligation debt the State may issue,
- The funding level required for the State's "Rainy Day Fund," and
- Estimated revenues and cash carryover, which together determine the maximum size of the operating budget.

A similar process takes place for the Transportation Trust Fund. Revenue and expenditure estimates are presented and reviewed and they, too, provide the basis for the subsequent fiscal year's operating and capital budgets.

## **2009 MEETING DATES**

According to the terms set forth in the Delaware Code and Governor Minner's Executive Order Number 5, DEFAC's tentative meeting dates for CY 2009 are as follows:

- March 16, 2009
- April 20, 2009
- May 18, 2009
- June 15, 2009
- September 21, 2009
- December 21, 2009

These dates may be subject to change. DEFAC's Chairperson may also schedule additional meetings.